



**Executive Committee Meeting**  
Tuesday, April 22, 2014, 1 p.m.  
at Metro Social Services  
800 2<sup>nd</sup> Avenue North, Suite 100

Present: Diane Kuhn, Renee Pratt, Kirby Davis  
Staff: Will Connelly, Deon Trotter, Tiffany Dale, Judith Tackett

**Minutes**

Due to a lack of a quorum the Minutes of February 18, 2014, have not been approved yet.

**Financial Report**

Pam McEwen reported that she anticipates that the Commission will be on target for the Fiscal Year.

The Project Homeless Connect RFP is waiting for the OK from the Finance Department, but should be sent out soon.

The How's Nashville campaign has collected \$88,000, spent \$52,000 this Fiscal Year. Pam McEwen anticipates that the overall budget will be at \$76,000 by the end of the year.

NES certificates are all used, the Commission has ordered more.

Currently there are 2,354 bus tickets left. We will need to think about building that back up. So far \$2,781.28 of the MDHA grant (CDBG funds) have been used. The way the Commission can use these funds now, we won't spend all of it by next January. Kirby Davis recommended that the Commission take a careful look at the CDBG funds contract to see if there is any flexibility in how these funds could be spent.

Ms. McEwen also reported that "Contribution to Others" includes items that are a direct contribution to the people the Commission serves. For example, in the past such items included outreach backpacks, toiletries, blankets, etc.

**Budget**

Pam McEwen reported that the Mayor will announce the Metro budget at the State of Metro address on April 30. Renee Pratt said the MSS budget will be presented to the Council on April 27.

**Staff updates**

Will Connelly introduced the newest staff member, Deon Trotter, who is the Commission's Outreach and Housing Coordinator and works on Section 8 paperwork, reports on the CDBG grant, coordinates the bus passes and NES deposits, started on doing housing searches – and

more. Will Connelly said in April, the Commission finally was able to utilize 18 Section 8 Vouchers thanks to Deon Trotter's work.

Mr. Connelly also introduced Tiffany Dale who is part of the team as a vista volunteer. She started on March 3 and agreed to perform a year of national service. She is working on coordinated entry system. Tiffany will be joined by two other vistas who will be working on coordinated entry in a different capacity; one at MDHA and one at Safe Haven Family Shelter. Ms. Dale reported that she has been researching other communities that have implemented coordinated entry systems or central intake. She said the key is to link people with the support they need to remain in housing.

Will Connelly also talked about the need to fill Judy Tackett's old position.

### **How's Nashville**

Will Connelly gave an update on the How's Nashville campaign:

#### **Total Housed**

471 from June 2013 to April 1, 2014 (47 per month)

#### **Section 8 "Preferred" Vouchers**

142 vouchers assigned (since July 2013)

99 vouchers leased (70%)

14 of 99 (14%) were issued to households with more than 1 family member (31 additional people total)

97 of 99 vouchers are still active (1 lost because of death; 1 revoked)

#### **Discounted Apartments (no subsidy; tenants pay 30% of income)**

At least 30 units discounted from June 2013 to March 2014 (does not include new Freeman Webb units)

5 leases not renewed because of behavior issues (at least 1 additional non-renewal expected in May)

2 of 5 rehoused; 1 in jail because of a pre-existing warrant

#### **VASH Vouchers for Veterans**

61 VASH for vets experiencing chronic homelessness since June 2013 – will report out on housing retention next month

#### **Centerstone CTI Case Management**

83 total clients (almost full caseload)

77 are in housing

5 lost housing; 1 is being evicted next month

3 of unhoused recently received Section 8; 2 are staying with relatives, 3 are being encouraged to go to a/d treatment; 1 is in and out of hospitals and hotels

#### **Coordinated Entry System**

Total surveys submitted: 547 (81% individuals, 19% families)

Total "Match Ready" Households: 165 (30%)

Individual Demographics:

12% vets

9% over 60 years old

74% serious medical condition

86% mental health condition

66% substance use condition

Matches made: 35

Matches housed: 10

Matches pending (working on being housed): 18

Housing units lost: 4 – reasons: person could not be found, matcher was not informed in a timely manner, so the unit was filled and became unavailable (2 units will likely be available in June)

Housing units pending: 3 (2 are looking into tax credit issues to establish criteria for the units; 1 is in the process of being matched)

Units for matches came from: 13 UHS, 23 Freeman Webb

Mr. Connelly said staff will try to report on housing retention rate starting in June.

### **Coordinated Entry System**

Mr. Connelly reported that the CES implementation was slower than expected. The key is to get more landlords into the system. Deon Trotter is working on identifying more units. In addition, Will Connelly is in the process of developing an MOU with Urban Housing Solutions together with Metro Social Services. The goal is that Urban Housing Solutions does no longer want to maintain a wait list for its housing units. To avoid that, people will be directed to a social worker at Metro Social Services and entered into the CES. Many units of Urban Housing Solutions properties will be entered into the CES, as well for the matching system.

The main issue right now is really not having enough units for families.

Further discussion focused on case management needs and how to get more people linked with case management/ongoing support services.

### **Continuous Improvement for Collective Impact (CiCi)**

Will Connelly reported that different commissioners have been asked to serve on some of the committees. He said there will be more feedback on some point. The overall goal is to examine what Metro department is doing what and how collaboration within Metro can be more effective and outcome-oriented.

### **Visitor**

Jennifer Hamilton, director of case management and social services, from Metro General Hospital was present and Diane Kuhn invited her to speak. She described the difficulties for her to overcome silo mentality. She reported that there was no place for uninsured people to go anymore. She was invited to attend the outreach meeting of the How's Nashville partners to develop some ongoing relationships and talk about concerns that affect all groups in the community.

Meeting was adjourned.

## **Addendum**

*As per request of the Commission Chair, the following addendum has been added to the minutes:*

On Apr 30, 2014, at 11:56 AM, "Connelly, Will (Social Services)" <[Will.Connelly@nashville.gov](mailto:Will.Connelly@nashville.gov)> sent the following email to the executive committee:

Dear Executive Committee Members,

I hope you are having a good day. Thank you so much for your continued support and oversight of the Metropolitan Homelessness Commission.

At the last exec, we discussed how Centerstone's CTI case management program is almost at capacity and brainstormed on ways to increase support services for people who obtain permanent housing through the How's Nashville campaign. We also briefly discussed the RFP process for Project Homeless Connect funds and the hiring process to fill our last open position (Judy's old position that is now vacant after her promotion). Here are some updates on these issues:

- 1) Pam McEwen and I met with Megan Bird and Ken Saefkow from Centerstone yesterday to discuss their budget. It looks like they will have 10 case management slots open by this Monday, and, tentatively, another 2 slots in June. So, we are not actually at capacity yet. Centerstone will also hire an additional case manager as soon as possible using existing funds available in their contract. With the additional case manager, their maximum caseload will be 110 households at any given time (an additional 25 slots after the new hire).
- 2) Metro Purchasing should announce the RFP today or tomorrow for the \$14,400 we have available for PHC-style projects. There will be a pre-proposal conference for interested organizations on 5/8 at MSS. The final proposals will be around 5/20.
- 3) We are waiting for "downtown" HR to give us approval to hire for our open position since Metro is technically under a hiring freeze. Yuri Hancock (MSS HR) and Renee are following up to get an exception.

Let me know if you have any questions or comments. Thanks!